



2880 International Circle, Suite 110
Colorado Springs, CO 80910
Phone: 719-520-6300
Email: Stormwater@elpasoco.com
publicworks.elpasoco.com/stormwater/

EL PASO COUNTY STORMWATER MANAGEMENT PLAN CHECKLIST

EPC Project Number: _____

		Applicant	EPC
Part I. Stormwater Management Plan			
In the "Applicant" column specify the page number for each item.			
1	List the following individuals by title and name and provide contact information for each on the Cover or Title page: Property Owner, Operator/Contractor, SWMP Preparer, and Qualified Stormwater Manager.		
2	Provide a Table of Contents.		
Site Description			
3	Describe the site location, including nearest street/crossroads.		
4	Describe the nature of the construction activity at the site, including if the activity is related to a public emergency, if applicable.		
5	<u>Provide a proposed schedule of major construction activities</u> (e.g. clearing and grubbing, grading, utilities, paving, vertical construction, final stabilization, etc.) <u>and the planned implementation of control measures</u> (e.g. silt fence, vehicle tracking control, temporary sediment basin, inlet protection, seeding & mulching, etc.) <u>associated with each major construction activity</u> . Include the anticipated starting and completion dates for each major construction activity, including the anticipated date in which final stabilization will be achieved. See Mile High Flood District's Construction Phasing/Sequencing detail (Table CP-1 in detail SM-1) for guidance.		
6	<u>State the total acreage of the site and the acreage anticipated to be disturbed</u> by clearing, excavation, grading, and any other construction activities.		
7	<u>Provide a summary of any existing data and sources</u> used in the development of the construction site plans or SWMP <u>which describe the soil types</u> located in the site area <u>and include the erodibility</u> of those soil types.		
8	<u>Describe the current percent cover from native vegetation on the site</u> . If the site is currently disturbed or developed, provide the percent cover from native vegetation in a similar, local undisturbed area or adequate reference area. Include the method for determining the percent cover in the description.		
9	<u>Describe any anticipated allowable non-stormwater discharges</u> at the site, including those being discharged under CDPS General Permit COR400000 Part I.A.1.b (discharges from uncontaminated springs; discharges of concrete and masonry washout water to the ground; discharges of landscape irrigation return flow; discharges from diversions of state waters within the permitted site), a separate CDPS Permit (e.g. a CDPS Dewatering General Permit), or a Water Quality Control Division low risk discharge guidance document (e.g. uncontaminated groundwater to land), and the applicable control measures installed.		
10	<u>Describe the general flow direction and where or how stormwater discharges leave the site</u> . Description must identify the immediate conveyance or area receiving the discharge and the name(s) of the state water(s) receiving the discharge, if different from the immediate conveyance or area. If the discharge is to a municipal separate storm sewer system (MS4), include the name of the entity owning the MS4, the location(s) of the discharge, and the receiving state water(s).		
11	Describe all streams located within the construction site boundary.		



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Potential Pollution Sources and Control Measures			
12	<u>Describe all potential sources of pollution.</u> At a minimum, the SWMP must identify the following pollutant sources which relate to every construction site: • Disturbed and stored soils • Vehicle tracking of sediment • On-site waste management practices Additional potential sources of pollution may include but is not limited to: management of contaminated soils; loading and unloading operations; outdoor storage activities; vehicle and equipment maintenance and fueling; significant dust or particulate generating processes; routine maintenance activities involving fertilizers, pesticides, herbicides, detergents, fuels, solvents, etc.; concrete or masonry truck/equipment washing and washout waste; dedicated asphalt batch plants, concrete batch plants, and masonry mixing stations; non-industrial waste sources such as worker trash and portable toilets; and reclaimed water approved for use in construction dust suppression.		
13	<u>Describe the materials handling procedures</u> (i.e. control measures) implemented to minimize impacts from handling significant materials. Handling procedures may include but are not limited to control measures for pollutants and activities such as exposed storage of building materials, paints and solvents, landscape materials, fertilizers or chemicals, sanitary waste material, trash, and equipment maintenance or fueling procedures.		
14	<u>Provide a Spill Prevention and Response Plan</u> which includes procedures for preventing, responding to, and reporting spills and leaks that may occur on the construction site.		
15	<u>Describe all structural control measures</u> (e.g. silt fence, erosion control logs, inlet protection, vehicle tracking pads, etc.) anticipated to be used on site.		
16	<u>Describe all non-structural control measures</u> (e.g. seeding, mulching, protection of existing vegetation, street sweeping, waste management, etc.) anticipated to be used on site.		
17	If any permanent or construction control measures located outside of the permit area which are owned or operated by another entity (i.e. control measures that are not under the direct control of the permittee) will be utilized by the permittee for compliance with the ESQCP, a documented <u>Use Agreement</u> between the permittee and the owner or operator of the control measure must be included in the SWMP. The SWMP must include all information required of and relevant to any off-site control measures including location, installation and design specifications, and maintenance requirements and responsibility of the control measure(s).		
18	<u>Provide a GEC Plan.</u> Reference El Paso County Grading and Erosion Control (GEC) Plan Checklist. Although the GEC Plan is reviewed as a separate document, it is a part of the SWMP and should be attached as an appendix to the SWMP narrative document prior to the start of construction.		



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Final Stabilization and Long-Term Stormwater Management			
19	Describe all final stabilization methods (e.g. permanent pavement or concrete, vegetative cover, hardscape, etc.) which will be used to achieve final stabilization of any disturbed areas throughout the site. Describe and locate any temporary control measures to be utilized to prevent erosion while awaiting final stabilization.		
20	Specific to vegetative cover: <u>describe how the permittee will establish final stabilization through vegetative cover</u> (e.g. seed mix and application method, soil preparation and amendments, soil stabilization methods, etc.); a reference to specifications and/or the site's Landscape Plan may fulfill this requirement, if applicable. Include a statement that in areas where final stabilization will be achieved using vegetative cover, vegetative must be evenly distributed perennial vegetation and coverage will be, at a minimum, equal to 70% of what would have been provided by native vegetation in a local, undisturbed area or adequate reference site.		
21	Description and location of all <u>permanent control measures</u> (e.g. extended detention basins, rain gardens, sand filter basins, runoff reduction etc.) that will be used to control pollutants in stormwater discharges after construction is complete.		
Inspections and Recordkeeping			
22	Describe the procedures that will be used to <u>amend or update the SWMP</u> and to maintain the record of changes. SWMP amendments or updates must include a notation in the SWMP identifying the date and description of the change. Methods for notation may include notations on the site map (i.e. GEC Plan), a log of changes, redline changes in the SWMP, or other measures.		
23	Describe the Permit Holder's <u>self-inspection procedures</u> , including the inspection frequency, that will be used to ensure control measures are in effective operational condition, determine if new or modified control measures are needed, and identify all areas of non-compliance with the Stormwater Permit.		
24	Describe the <u>recordkeeping procedures</u> to include the Qualified Stormwater Manager's signature on self-inspection reports and the location of SWMP records on-site. A copy of the SWMP (to include the current site map [i.e. GEC Plan] and self-inspection reports) may be kept electronically if the SWMP is immediately accessible to the inspector during an inspection to the same extent as a paper copy stored at the site would be.		
Appendices Cover Sheets			
A	GEC Plan (see Item 18 above)		
B	Erosion and Stormwater Quality Control (ESQCP) Stormwater Permit Form (ESQCP) (signed)		
C	CDPS General Permit COR400000 Certification and copy of the General Permit (if applicable)		
D	Other CDPS Permit Certifications (if applicable)		
E	CDPHE Low-Risk Discharge Guidance Documents (if applicable)		
F	US Army Corps of Engineers Section 404 Permit (if applicable)		
G	Use Agreement (see Item 17 above) (if applicable)		
F	Self-Inspection Form		



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Part II. Applicant Comments
(as needed)



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EL PASO COUNTY GRADING AND EROSION CONTROL PLAN CHECKLIST

EPC Project Number:

Revised: October 2021

		Applicant	EPC
1. GRADING AND EROSION CONTROL PLAN (complete form using Y, N, N/A in the "Applicant" column)			
a	Vicinity map		
b	Adjacent city/town/jurisdictional boundaries, subdivision names, and property parcel numbers labeled		
c	North arrow and acceptable scale (1"=20' to 1"=100')		
d	Legend for all symbols used in the plan		
e	Existing and proposed property lines. Proposed subdivision boundary for subdivision projects		
f	All existing structures		
g	All existing utilities		
h	Construction site boundaries		
i	Existing vegetation (notes are acceptable in cases where there is no notable vegetation, only grasses/weeds, or site has already been stripped)		
j	FEMA 100-yr floodplain		
k	Existing and proposed water courses including springs, streams, wetlands, detention ponds, stormwater quality structures, roadside ditches, irrigation ditches and other water surfaces. Show maintenance of pre-existing vegetation within 50 feet of a receiving water		
l	Existing and proposed contours 2 feet or less (except for hillside)		
m	Limits of disturbance delineating all anticipated areas of soil disturbance		
n	Identify and protect areas outside of the construction site boundary with existing fencing, construction fencing or other methods as appropriate		
o	Off-site grading clearly shown and called out		
p	Areas of cut and fill identified		
q	Conclusions from soils/geotechnical report and geologic hazards report incorporated in grading design (slopes, embankments, materials, mitigation, etc.)		
r	Proposed slopes steeper than 3:1 with top and toe of slope delineated. Erosion control blanketing or other protective covering required		
s	Stormwater flow direction arrows		
t	Location of any dedicated asphalt / concrete batch plants		
u	Areas used for staging, storage of building materials, soils (stockpiles) or wastes. The use of construction office trailers requires PCD permitting		
v	All proposed temporary construction control measures, structural and non-structural. Temporary construction control measures shall be identified by phase of implementation to include "initial," "interim," and "final" or shown on separate phased maps identifying each phase		
w	Vehicle tracking provided at all construction entrances/exits. Construction fencing, barricades, and/or signage provided at access points not to be used for construction		
x	Temporary sediment ponds provided for disturbed drainage areas greater than 1 acre		



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y	Dewatering operations to include locations of diversion, pump and discharge(s) as anticipated at time of design		
z	All proposed temporary construction control measure details. Custom or other jurisdiction's details used must meet or exceed EPC standards		
aa	Any off-site stormwater control measure proposed for use by the project and not under the direct control or ownership of the Owner or Operator		
bb	Existing and proposed permanent storm water management facilities, including areas proposed for stormwater infiltration or subsurface detention		
cc	Existing and proposed easements (permanent and construction) including required off-site easements		
dd	Retaining walls shall not to be located in County ROW unless approved via license agreement. A building permit from Regional Building Department is required for walls greater than or equal to 4 feet in height, series of walls, or walls supporting a surcharge and must be design by P.E.		
ee	Plan certified by a Colorado Registered P.E., with EPC standard signature blocks for Engineer, Owner and EPC		
ff	Engineer's Statement (for standalone GEC Plan): This Grading and Erosion Control Plan was prepared under my direction and supervision and is correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County for Grading and Erosion Control Plans. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparing this plan. Engineer of Record Signature Date		
gg	Engineer's Statement (for GEC Plan within Construction Drawing set): These detailed plans and specifications were prepared under my direction and supervision. Said plans and specifications have been prepared according to the criteria established by the County for detailed roadway, drainage, grading and erosion control plans and specifications, and said plans and specifications are in conformity with applicable master drainage plans and master transportation plans. Said plans and specifications meet the purposes for which the particular roadway and drainage facilities are designed and are correct to the best of my knowledge and belief. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparation of these detailed plans and specifications. Engineer of Record Signature Date		
hh	Owner's Statement (for standalone GEC Plan): I, the owner/developer have read and will comply with the requirements of the Grading and Erosion Control Plan. Owner Signature Date		
ii	Owner's Statement (for GEC Plan within Construction Drawing set): I, the owner/developer have read and will comply with the requirements of the grading and erosion control plan and all of the requirements specified in these detailed plans and specifications. Owner Signature Date		



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jj	El Paso County: County plan review is provided only for general conformance with County Design Criteria. The County is not responsible for the accuracy and adequacy of the design, dimensions, and/ or elevations which shall be confirmed at the job site. The County through the approval of this document assumes no responsibility for completeness and/ or accuracy of this document. Filed in accordance with the requirements of the El Paso County Land Development Code, Drainage Criteria Manual Volumes 1 and 2, and Engineering Criteria Manual, as amended. In accordance with ECM Section 1.12, these construction documents will be valid for construction for a period of 2 years from the date signed by the El Paso County Engineer. If construction has not started within those 2 years, the plans will need to be resubmitted for approval, including payment of review fees at the Planning and Community Development Director's discretion. _____ County Engineer/ECM Administrator Date		
2. ADDITIONAL REPORTS/PERMITS/DOCUMENTS			
a	Soils report / geotechnical investigation as appropriate for grading/utilities/drainage/road construction.		
b	Use Agreement/easement between the Owner or Operator and other third party for use of all off-site grading or stormwater control measures, used by the owner or operator but not under their direct control or ownership.		
c	Floodplain Development Permit		
d	USACE 404/wetlands permit/mitigation plan		
e	FEMA CLOMR		
f	State Engineer's permit/Notice Of Intent to Construct		
g	Stormwater Management Plan (SWMP)		
h	Financial Assurance Estimate (FAE) (signed)		
i	Erosion and Stormwater Quality Control Permit (ESQCP) (signed)		
j	Pre-Development Site Grading Acknowledgement & Right of Access Form (signed)		
k	Conditions of Approval met?		



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3. STANDARD NOTES FOR EL PASO COUNTY GRADING AND EROSION CONTROL PLANS			
1	Stormwater discharges from construction sites shall not cause or threaten to cause pollution, contamination, or degradation of State Waters. All work and earth disturbance shall be done in a manner that minimizes pollution of any on-site or off-site waters, including wetlands.		
2	Notwithstanding anything depicted in these plans in words or graphic representation, all design and construction related to roads, storm drainage and erosion control shall conform to the standards and requirements of the most recent version of the relevant adopted El Paso County standards, including the Land Development Code, the Engineering Criteria Manual, the Drainage Criteria Manual, and the Drainage Criteria Manual Volume 2. Any deviations from regulations and standards must be requested, and approved, in writing.		
3	A separate Stormwater Management Plan (SMWP) for this project shall be completed and an Erosion and Stormwater Quality Control Permit (ESQCP) issued prior to commencing construction. Management of the SWMP during construction is the responsibility of the designated Qualified Stormwater Manager or Certified Erosion Control Inspector. The SWMP shall be located on-site at all times during construction and shall be kept up to date with work progress and changes in the field.		
4	Once the ESQCP is approved and a "Notice to Proceed" has been issued, the contractor may install the initial stage erosion and sediment control measures as indicated on the approved GEC. A Preconstruction Meeting between the contractor, engineer, and El Paso County will be held prior to any construction. It is the responsibility of the applicant to coordinate the meeting time and place with County staff.		
5	Control measures must be installed prior to commencement of activities that could contribute pollutants to stormwater. Control measures for all slopes, channels, ditches, and disturbed land areas shall be installed immediately upon completion of the disturbance.		
6	All temporary sediment and erosion control measures shall be maintained and remain in effective operating condition until permanent soil erosion control measures are implemented and final stabilization is established. All persons engaged in land disturbance activities shall assess the adequacy of control measures at the site and identify if changes to those control measures are needed to ensure the continued effective performance of the control measures. All changes to temporary sediment and erosion control measures must be incorporated into the Stormwater Management Plan.		
7	Temporary stabilization shall be implemented on disturbed areas and stockpiles where ground disturbing construction activity has permanently ceased or temporarily ceased for longer than 14 days.		
8	Final stabilization must be implemented at all applicable construction sites. Final stabilization is achieved when all ground disturbing activities are complete and all disturbed areas either have a uniform vegetative cover with individual plant density of 70 percent of pre-disturbance levels established or equivalent permanent alternative stabilization method is implemented. All temporary sediment and erosion control measures shall be removed upon final stabilization and before permit closure.		
9	All permanent stormwater management facilities shall be installed as designed in the approved plans. Any proposed changes that effect the design or function of permanent stormwater management structures must be approved by the ECM Administrator prior to implementation.		



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10	Earth disturbances shall be conducted in such a manner so as to effectively minimize accelerated soil erosion and resulting sedimentation. All disturbances shall be designed, constructed, and completed so that the exposed area of any disturbed land shall be limited to the shortest practical period of time. Pre-existing vegetation shall be protected and maintained within 50 horizontal feet of a waters of the state unless shown to be infeasible and specifically requested and approved.		
11	Compaction of soil must be prevented in areas designated for infiltration control measures or where final stabilization will be achieved by vegetative cover. Areas designated for infiltration control measures shall also be protected from sedimentation during construction until final stabilization is achieved. If compaction prevention is not feasible due to site constraints, all areas designated for infiltration and vegetation control measures must be loosened prior to installation of the control measure(s).		
12	Any temporary or permanent facility designed and constructed for the conveyance of stormwater around, through, or from the earth disturbance area shall be a stabilized conveyance designed to minimize erosion and the discharge of sediment off-site.		
13	Concrete wash water shall be contained and disposed of in accordance with the SWMP. No wash water shall be discharged to or allowed to enter State Waters, including any surface or subsurface storm drainage system or facilities. Concrete washouts shall not be located in an area where shallow groundwater may be present, or within 50 feet of a surface water body, creek or stream.		
14	During dewatering operations, uncontaminated groundwater may be discharged on-site, but shall not leave the site in the form of surface runoff unless an approved State dewatering permit is in place.		
15	Erosion control blanketing or other protective covering shall be used on slopes steeper than 3:1.		
16	Contractor shall be responsible for the removal of all wastes from the construction site for disposal in accordance with local and State regulatory requirements. No construction debris, tree slash, building material wastes or unused building materials shall be buried, dumped, or discharged at the site.		
17	Waste materials shall not be temporarily placed or stored in the street, alley, or other public way, unless in accordance with an approved Traffic Control Plan. Control measures may be required by El Paso County Engineering if deemed necessary, based on specific conditions and circumstances.		
18	Tracking of soils and construction debris off-site shall be minimized. Materials tracked off-site shall be cleaned up and properly disposed of immediately.		
19	The owner/developer shall be responsible for the removal of all construction debris, dirt, trash, rock, sediment, soil, and sand that may accumulate in roads, storm drains and other drainage conveyance systems and stormwater appurtenances as a result of site development.		
20	The quantity of materials stored on the project site shall be limited, as much as practical, to that quantity required to perform the work in an orderly sequence. All materials stored on-site shall be stored in a neat, orderly manner, in their original containers, with original manufacturer's labels.		
21	No chemical(s) having the potential to be released in stormwater are to be stored or used on-site unless permission for the use of such chemical(s) is granted in writing by the ECM Administrator. In granting approval for the use of such chemical(s), special conditions and monitoring may be required.		
22	Bulk storage of allowed petroleum products or other allowed liquid chemicals in excess of 55 gallons shall require adequate secondary containment protection to contain all spills on-site and to prevent any spilled materials from entering State Waters, any surface or subsurface storm drainage system or other facilities.		



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23	No person shall cause the impediment of stormwater flow in the curb and gutter or ditch except with approved sediment control measures.		
24	Owner/developer and their agents shall comply with the "Colorado Water Quality Control Act" (Title 25, Article 8, CRS), and the "Clean Water Act" (33 USC 1344), in addition to the requirements of the Land Development Code, DCM Volume II and the ECM Appendix I. All appropriate permits must be obtained by the contractor prior to construction (1041, NPDES, Floodplain, 404, fugitive dust, etc.). In the event of conflicts between these requirements and other laws, rules, or regulations of other Federal, State, local, or County agencies, the most restrictive laws, rules, or regulations shall apply.		
25	All construction traffic must enter/exit the site only at approved construction access points.		
26	Prior to construction the permittee shall verify the location of existing utilities.		
27	A water source shall be available on-site during earthwork operations and shall be utilized as required to minimize dust from earthwork equipment and wind.		
28	The soils report for this site has been prepared by [Company Name, Date of Report] and shall be considered a part of these plans.		
29	At least ten (10) days prior to the anticipated start of construction, for projects that will disturb one (1) acre or more, the owner or operator of construction activity shall submit a permit application for stormwater discharge to the Colorado Department of Public Health and Environment, Water Quality Division. The application contains certification of completion of a stormwater management plan (SWMP), of which this Grading and Erosion Control Plan may be a part. For information or application materials contact: Colorado Department of Public Health and Environment Water Quality Control Division WQCD – Permits 4300 Cherry Creek Drive South Denver, CO 80246-1530 Attn: Permits Unit		
4. APPLICANT COMMENTS			
a			
b			
c			



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5. CHECKLIST REVIEW CERTIFICATIONS

a	Engineer of Record: The Grading and Erosion Control Plan was prepared under my direction and supervision and is complete and correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County for Grading and Erosion Control Plans. _____ Engineer of Record Signature Date		
b	Review Engineer: The Grading and Erosion Control Plan was reviewed and found to meet the checklist requirements except where otherwise noted or allowed by an approved deviation request. _____ Review Engineer Date		